



Administrative Baseline Report



Document Status

Document Phase: **Final**

Last Modified: 07/18/2012

Current Editor: Carl Davis

Delegate: Brian Hublar

Date Completed: 07/18/2012

Grant Number: 83442701
Date of next monitoring: 07/18/2013
Grant Specialist: Carl Davis
Grant Specialist Delegate: Brian Hublar

Alternatives Completed in Lieu of Baseline Monitoring

- ☐ Advanced Monitoring Completed
☐ SEE

Administrative Baseline Monitoring

1. Has the recipient returned all counter-signed awards and amendment documents?	Yes
Comments:	
2. Is this award incrementally-funded?	No
Comments: Award Fully Funded.	
3. Has the recipient made any drawdowns on this award in the last 180 days? (http://iasint.rtpnc.epa.gov/neis/grant_web.grant_inquiry)	
Yes the recipient has made drawdowns in the last 180 days.	
Comments: 06/25/12 \$143,026 drawdown completed.	
3A. Do the drawdowns seem reasonable and appropriate for the project duration, award conditions and anticipated progress to date?	
Yes the drawdowns seem reasonable and appropriate.	
Comments: Per Suzanne Waltzer(PO) baseline review: Yes.	
4. Is the remaining balance on this award necessary to complete the project?	
Yes the remaining balance is needed	
Comments: Per Suzanne Waltzer(PO) baseline review: Yes.	
5. Select the appropriate ULO code for your review.	
G08 - Valid Obligation - Recent drawdown was made.	
(Please enter the date associated with the ULO code)	
5A. Date:	07/18/2012
Comments:	
6. Since the award or most recent administrative monitoring, is the recipient complying with administrative terms and conditions?	
Timely Submission of DBE Reports	No
Comments: Notified recipient of delinquent fy12 quarterly reports.	
7. In general, is the recipient submitting quarterly payment requests? (Please enter an explanation)	No
Comments: N/A, award does not contain "Timely Payment Request" Term and Condition.	
8. Is the recipient submitting the Federal Financial Report in a timely manner? (http://iasint.rtpnc.epa.gov/neis/grant_web.grant_inquiry) (Please enter an explanation)	No
Comments: N/A, FFR is not required until award closes.	
9. Based on your review of the census database, has the recipient submitted an A-133 audit? (Yes
http://harvester.census.gov/sac/dissemin/entity.html)	
9A. Date of the most recent A-133 audit:	01/03/2012
9A1. Does the audit contain any EPA-specific findings?	No

Comments: N/A

10. Are there any open administrative findings for this recipient in the [Grantee Compliance Database](#), including pre-award, audit and advanced monitoring activities? No

11. Are indirect costs included in the budget? Yes

11A. The recipient's indirect cost rate is:

EPA is the cognizant Agency Yes

Current and on file No

Final No

Provisional Yes

Did you review the Indirect Cost Database? Yes

(http://rates.psc.gov/fms/dca/new_search.html)

(Please enter an explanation)

Comments: IDC rate 16.03% MTDC has expired 09/11 and was only good for 6 months past the expiration date. Recipient proposal for a current approved rate is being reviewed by the National Business Center.

12. Has the recipient ensured that applicable grant-funded construction contracts, solicitations and sub-agreements include clauses or terms for complying with the Davis-Bacon Act? N/A

Comments: The Davis-Bacon Act is not applicable to this award.

13. Did the award recipient, sub recipient or borrower, as appropriate depending on the nature of the program, receive and review certified weekly payroll records per Department of Labor form WH-347 for applicable construction contracts? N/A

Comments: N/A, This requirement is not applicable to this award.

14. Did the recipient ensure that all applicable ARRA contracts have provisions for the use of American Iron, Steel and Manufactured Goods (Buy America) when required? N/A

Comments: N/A, This requirement is not applicable to this award.

15. Is the recipient aware of his responsibilities for reporting sub-awardee and executive compensation information to FSRs.gov? No

(Please enter an explanation)

Comments: N/A, This requirement is not applicable to this award.

16. Is the recipient reporting to FSRs.gov? No

(<http://FSRS.gov>)

(Please enter an explanation)

Comments: N/A, This requirement is not applicable to this award.

17. In accordance with Resource Management Directive 2520-03-P1, does the workplan specify target dates and milestones for timely project completion to the maximum extent practicable? Yes

Comments: Per Suzanne Waltzer(PO) baseline review: Yes.

18. Baseline completed by: Carl Davis

19. Based upon your review and knowledge of this award, do you recommend:

Award Amendment

☒ Yes ☐ No

Discuss with:

☒ PO ☐ GMO

Comments: Annual Baseline Monitoring being conducted.

Advanced Administrative Monitoring

☐ Yes ☒ No

Comments:

Programmatic Review

☐ Yes ☒ No

Comments:

OIG Referral

☐ Yes ☒ No

Comments:

More Frequent Baseline Monitoring

☐ Yes ☒ No

Comments:

Comments:

Origination Information